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**LANA C. SEIVERS, Ed.D.**  
COMMISSIONER

## MEMORANDUM

**TO:** Supervisors of Special Education  
LEA Gifted Coordinators

**FROM:** Ann Sanders, Director of Assessment, Information and  
Mike Copas, Gifted Coordinator

**DATE:** May 2, 2005

**SUBJECT:** 2005-2006 Guidelines for Appropriate Use of Gifted Assessment  
(***Follow-Up Information to the 4/25/05 Memorandum***)

In the past week, several districts have asked legitimate questions regarding changes in gifted assessment guidelines when using the Teacher's Observation Checklist (TOC) and Creative Thinking Checklist (CTCI). If, during the Individual Screening or Comprehensive Evaluation of potentially gifted students, the TOC or CTCI exclude underrepresented students who otherwise exhibit characteristics or other indicators of giftedness, the guidelines for other instruments should be followed. Please note: guidelines for *Individual Screening or Comprehensive Evaluation* have not changed. Tennessee's Intellectually Gifted Definition/Standards state under Evaluation Procedures:

*2.a (3) referral for individual comprehensive assessment based on results from individual screening information. Individual evaluation procedures shall include appropriate use of instruments that are sensitive to cultural, linguistic, and economic differences or sensory impairments.*

As a result of these questions and concerns, the attached recommendations are being made for the use of specific standardized and informal assessment measures.

Additionally, a rubric for scoring "work samples" is attached. This rubric for scoring "work samples" can be used in conjunction with other assessment information in the component area being measured.

If you have additional questions or concerns when addressing these changes in the use of assessment instruments, please call or e-mail this office. Your recommendations and suggestions are welcome, as we all work together to improve our system of identification.

cc: Joseph E. Fisher, Assistant Commissioner of Special Education  
Debra E. Owens, Deputy Director, State Board of Education  
Gifted Task Force Members